

**Minutes of the
Comprehensive Development Plan Advisory Committee**
Thursday, March 25, 2004

Dale Shaver, Director, Waukesha County Department of Parks and Land Use called the meeting to order at 4:00 p.m.

Committee Members

Present (Name and Municipality):

Keith Henderson, Town of Brookfield
Tim Barbeau, Town of Delafield
Jeff Herrmann, Town of Genesee and Oconomowoc
Jeffrey Musche, Town of Lisbon
Marilyn Haroldson, Town of Merton
Barb Holtz, Town of Mukwonago
Colin Butler, Town of Ottawa
James Siepman, Town of Summit
Bruce Kaniewski, Towns of Vernon, Waukesha and Village of North Prairie
Andy Gehl, Village of Chenequa
Rebecca Finn, Village of Elm Grove
Wallace Thiel, Village of Hartland
Donald Wiemer, Village of Oconomowoc Lake
William Freisleben, Village of Menomonee Falls
Dan Ertl, City of Brookfield
Paul Craig, City of Delafield
Doug Koehler, City of Waukesha
Walter Kolb, Waukesha County Park and Planning Commission
Nancy Anderson, SEWRPC

Committee Members

Absent (Name and Municipality):

Representative of the Village of Big Bend
Larry Plaster, Village of Butler
Bart Zilk, Village of Dousman
George Stumpf, Village of Lac La Belle
Roland Tonn, City of Oconomowoc

Others Present:

Dale Shaver, Parks and Land Use – Director
George Morris, Parks and Land Use – Environmental Health Manager
Jim Kavemeier, Parks and Land Use – Parks System Manager
Kathy Moore, Parks and Land Use – Senior Planner
Sandy Scherer, Parks and Land Use – Senior Planner
Brian Turk, R.A. Smith and Associates
Pamela Meyer, Town of Eagle Resident
Ezra Meyer, Friends of the Mukwonago River

Public Comment

None

County Executive, Daniel Finley thanked the members of the various Towns, Villages and Cities for agreeing to serve on the Commission and stressed the need to coordinate on land use issues.

Approval of the February 26, 2004, Minutes

- *Mr. Henderson moved, seconded by Mr. Thiel and carried unanimously, for approval of the February 26, 2004, Minutes.*

Designation of Chair and Vice-Chair

- *Mr. Kolb moved, seconded by Ms. Haroldson and carried unanimously, for approval to appoint Mr. Henderson as the Chairperson for the Committee.*
- *Mr. Ertl moved, seconded by Mr. Siepman and carried unanimously, for approval to appoint Mr. Freisleben as the Vice-Chair for the Committee.*

Discussion of Planning Project Timeline

Mr. Shaver explained the purpose of the planning timetable and added that the Advisory Committee could condense the timetable and Development Plan by consolidating two or more chapters in the existing Development Plan, which present current and planned conditions. This would, in effect, reduce redundancy in presenting introductory information in the various chapters. He noted, referring to the timetable, the Advisory Committee would be responsible for the Introductory Chapter. Sub-Committees would be created for Economic Development, Agricultural, Natural and Cultural Resources, Land Use, Transportation, Utility and Community Facilities and Intergovernmental Cooperation. Each subcommittee could analyze 1990 information used in the existing Development Plan, then update using the 2000 Census information presenting the information in an implementation or a forecast section of each chapter.

- **Agricultural, Natural and Cultural Resources:** An adopted Park and Open Space Plan would be needed in order to remain eligible for Stewardship grants. The Waukesha County Department of Parks and Land Use will be updating our existing Park and Open Space Plan through this Sub-Committee to maintain eligibility for the grant process. The Staff will work with the Sub-Committee to deal with municipal Park Boards and develop a coordinated Park and Open Space Plan. The Sub-Committee will also deal with such issues as revalidating the designation of prime agricultural lands, coordinated storm water management, groundwater supply and other related issues.
- **Land Use:** The Regional Land Use Plan is scheduled to be completed and ready for adoption in early 2005. The Southeastern Wisconsin Regional Planning Commission's land use data will be utilized when it becomes available to formulate the land use component.
- **Transportation:** The transportation element is scheduled for 2006 utilizing data from the Regional Transportation Planning process.
- **Utilities & Community Facilities:** This element is scheduled for early 2005.
- **Housing:** Includes information collected from assessment data sheets, etc., which could possibly be started by the end of 2004. Mr. Shaver will send a letter to all municipalities suggesting that they received assessment data in database format so it can be efficiently used in this planning process.
- **Intergovernmental Cooperation:** Scheduled to begin in 2004.

- **Plan Adoption:** Scheduled for late 2006, leading in adoption by 2007.

Comments and/or Questions:

Mr. Shaver noted the Sub-Committees would be formed when the timetable calls for them to become active. Mr. Henderson indicated the communities would be providing most of the information for the Sub Committees and asked if input forms could be supplied to process the information? Mr. Shaver replied, "Yes". Mr. Shaver said, the staff would prepare an abbreviated scope of study for each sub-committee prior to their creation. The scope would identify sub-committee members, key accomplishments and outcomes and suggested sources of information. Mr. Shaver said at the next Committee meeting the Agricultural, Natural and Cultural Resource Committee would be created. The Committee would be informed in detail as to what information would be needed for that particular Chapter. Sources of information would be the County (Ag. soils), local Park Boards, etc.

Mr. Kaniewski moved, seconded by Mr. Siepmann and carried unanimously, for approval of the Comprehensive Development Plan Update Timeline.

Identification of Key Accomplishments and Outcomes

There was discussion regarding identifying key issues, which should be addressed in the update to the Development Plan (see below).

- School Districts
- Groundwater
- Cost of Community Services
- Public Participation
- Transportation-NS Corridor
- Regional Stormwater Facilities
- Infrastructure for Commercial and Shopping Center Location (how located and transportation impacts)
- Coordination of Public Interest
- Rural Character
- Needs of the Business Community-New Technology Businesses
- Completion of Business
- Land Use and Transportation
- State Input and Legislation
- Keeping the County Competitive for Business in light of Regional Competition
- Tax Structure
- Timely relationship between land use and transportation
- Government Role/Relationship between Communities and Land Use
- Future of Agriculture in the County
- Annexation
- Revenue Sharing
- Urban Growth Areas-Sewer Service Areas
- Affordable Housing

Next Meeting, Topics and Date

The next meeting will be held Thursday, July 22, at 4:00 p.m. in Room 255/259 of the Waukesha County Administration Center.

Topics:

- Discussion of Chapter 1

- Discussion of Use of Grants
- Creation of Agricultural, Natural and Cultural Resources Sub Committee

There being no further business to come before the Committee, Mr. Thiel moved, seconded by Mr. Barbeau to adjourn at 5:45 p.m.